



CHATSWOOD PUBLIC SCHOOL PARENTS AND CITIZENS ASSOCIATION

Pacific Highway
CHATSWOOD 2067

GENERAL MEETING TUESDAY 24th September 2019 MINUTES

Attendees: As per meeting register.

1.	President's welcome
2.	Apologies <ul style="list-style-type: none">● Doris Luo, Pearl Chan
3.	President's Report <p>Refer to president reports attached – September 2019</p> <p>Other points of note:</p> <ul style="list-style-type: none">● CPS overview and history dates provided.● DoE holding another information evening on the 17th October at CPS. All parents are encouraged to attend.● Plans have changed to move the primary school back to the existing campus. This was largely due to budget reasons and also the high school could not work over 2 campuses.● P&C pushing for acquisition of 688 Pacific Highway and we have contacted Aqualand.● \$85k contribution to school in 2019 breakdown – (total \$86,095)<ul style="list-style-type: none">○ Probook notebooks \$15,700○ Apple iPad \$29,000○ Lego WeDo \$4,400○ Charging Stations \$2,780○ OSMO Genius Kit \$1,890○ Bee-Bot & Blue Bot \$1,545○ Marvel create your own license \$1,000○ Computing Parts \$375○ Document Camera iPad stands \$350○ Zulu Desk licenses \$4,555○ Mural \$19,500○ Lindfield Bookshop closing down sale for Library \$5,000
4.	Guest Speakers – Su Hill - NAPLAN results <ul style="list-style-type: none">● Year 3 and 5 should have been provided NAPLAN results.● National min band 2 for year 3, band 4 for year 5● NAPLAN objectives are to improve student learning outcome and allows for review of school programs and for planning

	<ul style="list-style-type: none"> ● Average year 3 and 5 scores higher than state scores in all domains except for year 3 reading. ● Numeracy maintains a high standard ● Room for improvement – top 2 bands for year 5 writing declined for the last 2 years ● Average score for year 3 reading lower than similar schools ● Bilingual year 3 class achieved higher than school standards ● Online roll out from 2020 ● Future directions – review current programs, continue effective programs, analysis of data, analyse individual data, staff professional learning and review current support programs. ● Query from parent why a continuing issue with year 5 writing despite introduction of writing program. School believes external tutoring may be having a negative effect on creativity. Writing program and team teaching will continue at the school. Noted that the Education Department is querying the legitimacy of the writing component and the impact of online testing.
5.	<p>Correspondence</p> <ul style="list-style-type: none"> ● Email dated 13th September from the Chatswood RSL inviting the P&C to attend their Remembrance Day Service held on the 11th November 2019 at the Garden of Remembrance. <p>Motion: To approve purchase by the P&C for a wreath Moved: Paul Battaglia, Second Irene Chan, all in favour, motion passed</p>
6.	<p>Confirmation of previous minutes</p> <p>Motion: That the minutes of the previous general meeting on 21st August 2019 be approved</p> <p>Moved: Joe Grundy, Seconded: Philip Neal ; all in favour, motion passed.</p>
7.	<p>Principal's report – Matt Fuller read by Robyn Scott</p> <ul style="list-style-type: none"> ● Matt called away for urgent family matter and could not attend the meeting ● Term 3 update – has been a very busy term. Lots of activities which highlights what is great about Chatswood School. ● Twilight was a stand out and success and specific thank you to Bronwyn, Aimee and CJulie, and the Music committee. Students performance on the night is to be congratulated. ● Moon Festival – another highlight on the term program. Walked around in awe at the cultural displays and performances, food was delicious and great to see students performing on the stage. Thanks to Sue, Andrea, Olivia and the volunteers involved. ● Kindy 2020 – information night in August was well attended. Thanks to the School Captains Amy and Marcus who gave a great presentation on student life. Thanks to Andrea for taking the time to discuss the importance of volunteering at the school. 150 currently enrolled for kindy. 180 expected on Day 1 ● Important to keep staff training on going – Peter Littman came to the school last week to talk to teachers about rearranging existing classrooms to create a more effective learning space. Anticipated teachers involved will share with the other

	<p>teachers to implement across the school regardless of the size and shape of the spaces.</p> <ul style="list-style-type: none"> ● Naplan – year 3 and 5 should have received their reports. Overall the school has performed well again and the school will use the data to improve the school and plan ● Will not act in an official capacity as Principal from the beginning of Term 4 but will be involved in the planning for 2020 for the school ● Thank you to the Executive staff for doing all they do to ensure the children get the best possible opportunities ● I have enjoyed the short time I have been here and hope I have assisted in the "steering of the ship". ● P&C passed on their thanks to Matthew for his time and efforts at Chatswood Public School ● Mimosa Public -his substantive school has been chosen as one of top 4 excellence schools. ● Su Hill to confirm whether she will return to acting Principal.
<p>8.</p>	<p>New Build</p> <ul style="list-style-type: none"> ● New action committee has been formed and information will be sent to parents this week ● Lost opportunity for Middle School ● Lost opportunity to build and then move. Staging is now a big concern. ● Su Hill advised Asset management data is showing 5 demountables at Main Campus and 1 at Bush Campus will be required for 2020. CPS data believes that 3 smaller or 2 larger demountables will be required only. ● Suggested that the cottage site is fully utilised now to plan for the future. ● Parents are encouraged to send feedback to the DoE. schoolinfrastructure@det.nsw.edu.au and come to the information evening. ● Kindy and Year 1 parent engagement needs to increase as their children will be most affected. ● Important that the P&C communicate to the school community the concerns. Will look into translations.
<p>9.</p>	<p>Outstanding Items</p> <ul style="list-style-type: none"> ● Traffic Management – <ul style="list-style-type: none"> ○ Escalator off after 3 days. Drive train was misaligned. Meeting on site tomorrow and Joe will update on facebook. Cameras will be reinstated. ○ Zebra crossing on Eddy – Joe is continuing discussions with Council. ○ Request for buses to not park in the drop off zone on Centennial and utilise the bus zones wherever possible.
<p>10.</p>	<p>Other Business</p> <ul style="list-style-type: none"> ● Terra Cycle – recycling program from writing implements. P&C to forward information to school to see if they can get on board with the initiative. ● Recycling – Canteen looking at a number of levels of recycling and aware school has increased cardboard and paper. Looking for avenues to recycle soft plastic. If the school is aware of any possibilities the canteen would welcome their advice.

	<ul style="list-style-type: none"> ● Confucius classroom – teachers returning home by the 10th October. Farewell morning tea for Confucius teachers and Matthew Fuller this Friday. ● ADHD – thank you to the P&C and school for facilitating and we hope the education will continue within the school and continue the momentum.
ADMINISTRATION	
11.	<p>Treasurer's update</p> <p>Andrea presented the Treasurer's Report. Points of note</p> <ul style="list-style-type: none"> ● \$212k being provided to the school this year resulting in a close to nil movement across the year ● End of year financial update – auditor appointed <p>Motion</p> <ul style="list-style-type: none"> ● To approve amount totalling \$10,655.82 from the main account as listed in the, Treasurer's Report for payment <i>Moved: Lars Ittner, Seconded: Joe Grundy; all in favour. Motion passed.</i>
12.	<p>Sub-Committee Updates</p> <ul style="list-style-type: none"> ● Canteen report – verbal report from Aimee <ul style="list-style-type: none"> ○ Menu –striving to meet and exceed healthy living guidelines– new Friday rice bowl introduced this term with a good response. Thank you to Tash and the staff who continually come up with new menu items ○ Continuing to phase out some items that no longer meet healthy canteen guidelines e.g. the mini meat pies ○ Recess offerings- looking to amend so more in line with healthy guidelines and reducing ice treats and replacing with more healthy options. ○ Commercial dishwasher and sink – ongoing. Load monitoring report being analysed to see if commercial dishwasher is viable. ○ Two freezers and a new P&C fridge have been added this year - PLEASE CHECK DATA? TWO FREEZERS? ○ Looking to do some PR around the school about the canteen in the newsletter and social media. ● Uniform Shop – verbal report from Sue Low <ul style="list-style-type: none"> ○ Physical shop last trading day was today. Online shop open until Friday. Will reopen term 4. ○ Online payment gateway will be changed – move to Stripe. ● Events – verbal report from Sue Low <ul style="list-style-type: none"> ○ Moon Festival approx profit of \$34k. 5 years ago approx.?????. Slightly down on last year. ○ Vendors consolidated this year and more green packaging. Stall expenses down this year due to donations within the cultural communities to cover expenses. ○ Silent auction - \$7960 profit ○ Raffle tickets - \$9,521 profit ○ Left over BioPak packaging will be trialled by the canteen ○ Consolidated vendors allowed for savings and ease of communication. ○ Token sales on the day were down this year. Pre-purchasing was better this year. Suggested to have a second token booth at the centennial road entrance. ○ Thank you to Sue for taking the time (including time off work) to run this huge event.

	<ul style="list-style-type: none">○ Lots of ex-students attended this year which was great to see○ More PR in the lead up to the event including the release of the booklet which was produced by the ChattiesWood provider.● Grounds – No report this month● Technology – No report this month
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There being no other business, the meeting closed at 9.49 pm.

September 2019 P&C meeting – President’s Report

Welcome Introductions Membership

ADHD

Thank you to Joe Grundy & Gemma Ferrato for organising Dr Patrick Concannon for his presentation just prior to this meeting.

Twilight

It probably feels like ages ago, but Twilight was a massive success and the perfect opportunity for our children to shine and the true highlight of our Music Program. Lots of thanks to give out but especially to Bronwyn and her Music Committee.

The P&C are very proud to be part of the reason Twilight went ahead - I know that the school received a lot of positive emails from parents following the event.

Moon Festival

A giant Thank You to Sue Low & Olivia Maginnis Sue is our Events Queen and she has set an exceptionally high standard. Olivia had big shoes to fill with Mrs Barkers retirement, but came in with fresh eyes and streamlined many things but her finest moment was the volunteer co-ordination! Sue will give an outline later this meeting.

ChattiesWood - well underway in the background!

Payments - Over \$200k

I don't want to steal the Treasurers thunder but the P&C will be writing Cheques for over \$212,000 this month. This makes me very proud to be part of the P&C- filling in the gaps from the Department of Education. Yes Education is free... but the little bits and pieces that make a huge difference to our children's experience at school are not !

\$85,000	General contribution,
\$53,000	Multitit teacher (pays for 2.5 days a week of 1 teacher)
\$7,130.36	Purchase 10 ipads for Kindergarten
\$3,500	Olivia Maginnis to travel to Korea to help enhance her knowledge and ability for the LOTE/ EAL/D program
\$52,984.80	Purchase Stage 1 Computers
\$11,000	School Learning Support Officer from 26th August - 20 December 2019 - 3 hrs / day

Chatswood Education Precinct

Last Monday, the Department of Education advised the staff & parents that they have changed the Precinct plans totally. No longer is there combined usage. The Primary School will be located totally on the Pacific Highway and the Highschool will be down on Centennial Ave.

Capacity and staging are some of our biggest worries. The P&C Exec are working towards raising awareness of our concerns again, taking it to the Premier, to the Minister and to the Press. Please keep an eye on your email and the Facebook group for further information, key dates and a call for action.

Playground & Cottage -

Part of our short term goals are now to have the Playground repaired and the Cottage removed for next years demountables.

I'm disappointed to report that the Departments AMU (Asset Management Unit) has overridden our dollar contribution to repair the playground and now want to do it in the Summer Holidays. Su Hill & I met with AMU and they have apologised and the works have been scheduled now for early Term 4.

CPS P&C Treasurer's Report

- **Consolidated Results as of August 2019**
- **Payments**
- **Motions**

Consolidated Results – as of August 2019

Income Statement				
A\$	Main A/c	Canteen	Uniform	Total
Voluntary Contributions	177,830	-	-	177,830
Sales	-	219,828	211,984	431,812
Fundraising and interest income	19,485	-	-	19,485
Total Income	197,315	219,828	211,984	629,127
Cost of Sales	-	140,020	119,353	259,373
Payroll	-	66,264	28,279	94,543
P&C Expenditure	7,248	-	-	7,248
Event expenses	9,158	-	-	9,158
Finance, Properties and Admin	38,197	2,577	7,493	48,267
Software and Depreciation	18,499	928	8,967	28,395
Total Expenses	73,102	209,788	164,093	446,983
Profit	124,213	10,040	47,891	182,144
Balance Sheet				
Cash at Bank	876,144	26,997	104,879	1,008,021
Inventory	-	1,293	79,419	80,712
Fixed assets	1,760	8,182	1,249	11,191
AR and Others assets	6,970	5,000	1,412	13,383
Total Assets	884,874	41,472	186,960	1,113,306
Total Liabilities	13,579	15,579	4,579	33,737
Net assets	871,295	25,893	182,381	1,079,569
Cash flow				
Opening cash as at 30 Sep 2018	689,106	52,480	104,653	846,239
Inflow	299,571	205,259	245,197	750,027
Outflow	(112,532)	(230,742)	(244,971)	(588,245)
Closing cash as at 31 August 2019	876,144	26,997	104,879	1,008,021

Payments

Date	Paid to	Purpose	Amount
30/08/2019	Sue Low	Reimbursement for costs for Moon Festival costs	4,467.62
30/08/2019	JingQi Liu	Living Costs-Confucius Teacher	600.00
30/08/2019	Yifei Li	Living Costs-Confucius Teacher	600.00
30/08/2019	Fgf Cleaning Services Pty Ltd	Monthly Cleaning Service - August 2019	1,210.00
30/08/2019	Galabid Pty Ltd	Silent auction Fundraising Platform for Moon Festival	550.00
13/09/2019	Numeric Eight	Accounting Services retainer September 2019 & Xero subscription	1,259.62
13/09/2019	Sue Low	Reimbursement for costs for Moon Festival costs	13,083.11
			21,770.35

Motions

- To approve amount totalling **\$21,770.35** (from main account) for payment.